

**DOE Weekly Field Memo – September 16, 2009**

**From the Department of Education:**

- **Requirement: FY-2010 Special Education Expenditure Report – Forms, Instructions & Technical Guide**
- **Requirement: ESS Survey for 2008-2009**
- **Early Education: Plan for Increasing Program Quality to 4 STARS (Vermont's Step Ahead Recognition System)**
- **Professional Development: Fall 2009 Vermont Professional Development Network (VPDN) Meetings for Literacy, Math, and Science**
- **NECAP: Release of NECAP Science Results, and Other NECAP Updates**
- **Grant: Content-Based Grant Program for Title IID**
- **Press Release: State Board of Education Announces New Officers**
- **Press Release: Bellows Falls Union High School Teacher Named 2010 Teacher of the Year**
- **H1N1 Resource for Vermont Schools**

**From the Agency of Natural Resources:**

- **Science on the Green and Science at the Hatchery 2009**

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**Requirement: FY-2010 Special Education Expenditure Report – Forms, Instructions & Technical Guide**

**Audience: Superintendents, Business Managers, Special Education Administrators**

This package contains the forms and instructions for the FY-2010 Special Education Expenditure Report. The materials include FY-2010 Special Education Expenditure Report forms; Information Sheet which must be returned by October 1, 2009; Instructions for FY-2010 Special Education Expenditure Reports; and Technical Guide for Special Education Program Cost Documentation (September 2009). Visit

[http://education.vermont.gov/new/html/pgm\\_finance\\_sped.html#expenditure\\_10](http://education.vermont.gov/new/html/pgm_finance_sped.html#expenditure_10).

Contact: Margaret Schelley at (802) 828-5119 or [margaret.schelley@state.vt.us](mailto:margaret.schelley@state.vt.us)

**Requirement: ESS Survey for 2008-2009**

**Audience: Principals, Superintendents, Special Education Administrators**

Act 117 requires that annually each district provide the Vermont Commissioner of Education with a description of the Educational Support System (ESS), how it is funded, and how building the capacity of the ESS is addressed in the School Action Plan. Use this [link](#) to view a memo containing the Web link to the ESS Survey and describing procedures, timeline and adjustments. Additionally, the download contains a list of potential funding sources for supports and services in the ESS and a list of ESS survey questions that may be used as a worksheet to fully prepare answers before completing the actual ESS Survey online. This survey must be completed and submitted no later than Wednesday, October 7, 2009. Visit [http://education.vermont.gov/new/html/pgm\\_ess.html#survey](http://education.vermont.gov/new/html/pgm_ess.html#survey).

Contact: Mike Bailey at (802) 828-3132 or [michael.bailey@state.vt.us](mailto:michael.bailey@state.vt.us)

**Early Education: Plan for Increasing Program Quality to 4 STARS (Vermont's Step Ahead Recognition System)**

**Audience: Superintendents, Principals, Special Education Directors**

Act 62 requires that early childhood programs seeking to offer publicly funded prekindergarten must meet specific quality standards. Programs must either be NAEYC accredited or hold 4 STARS with two points in each arena. Programs that do not meet these standards, but have at least 3 STARS, may provide prekindergarten education if they have an approved three-year plan to meet the required program quality standards. To submit a plan, use [this link](#) for the form and follow the instructions provided.

Manuela Fonseca, (802) 828-3850 or [manuela.fonseca@state.vt.us](mailto:manuela.fonseca@state.vt.us)

**Professional Development: Fall 2009 Vermont Professional Development Network (VPDN) Meetings for Literacy, Math, and Science**

**Audience: Classroom Educators, Curriculum Coordinators, Principals, Independent School Educators**

VPDN meetings in literacy, math, and science provide best practices in instruction and assessment in a supportive environment in which colleagues in the teaching profession across Vermont learn with and from

each other. The professional development goals of all VPDN meetings include fostering teachers' understanding of Vermont's *Grade Expectations*, using statewide data to inform instructional practice, and acquiring research-based approaches to improving student learning. The VPDN meetings provide the opportunity for Vermont teachers to network and to share their ideas about critical issues/concepts in their content area. Links to registration and descriptions of literacy, math and science meeting content are available on the department's Web site at [http://education.vermont.gov/new/html/pgm\\_curriculum.html#vpdn](http://education.vermont.gov/new/html/pgm_curriculum.html#vpdn)

Contact: For Literacy, Marty Gephart at (802) 828-1462 or [marty.gephart@state.vt.us](mailto:marty.gephart@state.vt.us)

For Elementary Math, Kathy Renfrew at (802) 828-6561 or [kathy.renfrew@state.vt.us](mailto:kathy.renfrew@state.vt.us)

For Secondary Math, Pat Fitzsimmons at (802) 828-0196 or [pat.fitzsimmons@state.vt.us](mailto:pat.fitzsimmons@state.vt.us)

For Secondary Science, Gail Hall at (802) 828-0156 or [gail.hall@state.vt.us](mailto:gail.hall@state.vt.us)

### **NECAP: Release of NECAP Science Results, and Other NECAP Updates**

#### **Audience: Principals, Superintendents, Curriculum Coordinators**

The process of releasing results from the May 2009 NECAP Science Assessments began at 7:30 a.m. on September 16, 2009 with a three-day verification period. Principals are asked to review the item analysis report that is available on the password protected NECAP reporting site, and to report any students who are missing or have been added to Mary Ann Minardo at the Vermont Department of Education (802) 828-5410. On Monday, September 21<sup>st</sup>, all school and district level reports will be available for review by principals and superintendents, but cannot be released to the public until Commissioner Vilaseca's press release on Tuesday, September 22<sup>nd</sup>. Detailed directions for accessing the NECAP Reporting Web site, as well as passwords, were mailed to principals and superintendents in August.

The following is a list of links to new or updated NECAP materials that have been posted on the Vermont Department of Education Web site:

- NECAP Test Coordinators Manuals and Test Administration Manuals  
[http://education.vermont.gov/new/html/pgm\\_assessment/necap/resources/manuals.html](http://education.vermont.gov/new/html/pgm_assessment/necap/resources/manuals.html)
- 2009 Edition of the NECAP Accommodations Guide, Table of Approved NECAP Accommodations, and a Crosswalk between the 2007 and 2009 Tables of Approved Accommodations  
[http://education.vermont.gov/new/html/pgm\\_assessment/necap.html](http://education.vermont.gov/new/html/pgm_assessment/necap.html)
- Tip Sheets (Information for teachers to share with students about testing formats and procedures)  
[http://education.vermont.gov/new/html/pgm\\_assessment/necap/resources/other.html](http://education.vermont.gov/new/html/pgm_assessment/necap/resources/other.html)

Contact: MaryAnn Minardo at (802) 828-5410 or [maryann.minardo@state.vt.us](mailto:maryann.minardo@state.vt.us) or Michael Hock at (802) 828-3115 or [michael.hock@state.vt.us](mailto:michael.hock@state.vt.us)

### **Grant: Content-Based Grant Program for Title IID**

#### **Audience: Principals, Superintendents, Classroom Teachers**

One of the essential skills most prevalent in our 21st Century education landscape is collaboration. This grant program represents the Department of Education's work within that realm. Content area specialists are assisting to make this program a success and provide technology to support the acquisition of skills in those specific areas. Many of these content areas have not had an opportunity such as this in the past. The grants are set up for a variety of funding amounts and are targeted specifically at classroom teachers. This is a Title IID program and eligibility requirements are in place for those schools wishing to apply. Please pass this information along to teachers and classrooms that you feel may benefit from this program. Grant proposals are due on October 30, 2009. Visit

[http://education.vermont.gov/new/html/pgm\\_federal/grants.html#content](http://education.vermont.gov/new/html/pgm_federal/grants.html#content) for more information.

Contact: For general Title IID questions such as eligibility, please contact Peter Drescher at (802) 828-5149 or [peter.drescher@state.vt.us](mailto:peter.drescher@state.vt.us). For program questions, refer to each application for the content specialist that is overseeing that program.

### **Press Release: State Board of Education Announces New Officers**

#### **Audience: All**

The State Board of Education elected new officers at its September 15, 2009 meeting, the Department of Education announced today. Fayneese Miller of South Burlington was elected Board chair, Ruth Stokes of Williston will continue serving as co-vice-chair, along with Kathy Larsen of Wilmington as second vice-chair. Visit [http://education.vermont.gov/new/html/dept/press\\_releases.html](http://education.vermont.gov/new/html/dept/press_releases.html) for the complete release.

Contact: Jill Remick at (802) 828-3154 or [jill.remick@state.vt.us](mailto:jill.remick@state.vt.us)

### **Press Release: Bellows Falls Union High School Teacher Named 2010 Teacher of the Year**

#### **Audience: All**

Craig Divis, a high school social studies teacher at Bellows Falls Union High School in Bellows Falls, was named by the State Board of Education as the 2010 Vermont Teacher of the Year at a ceremony held today at the school. Also honored were:

- Alternate **Stacey Endres**, a middle school social studies and English teacher at Milton Middle School in Milton.
- Finalist **Terry Frey**, a K-12 music teacher at Windsor Junior Senior High School and State Street School in Windsor.

Visit [http://education.vermont.gov/new/html/dept/press\\_releases.html](http://education.vermont.gov/new/html/dept/press_releases.html) for the complete release.

Contact: Jill Remick at (802) 828-3154 or [jill.remick@state.vt.us](mailto:jill.remick@state.vt.us) or Tina Muncy at (802) 828-1184 or [tina.muncy@state.vt.us](mailto:tina.muncy@state.vt.us).

### **H1N1 Resource for Vermont Schools**

#### **Audience: All**

The Department of Education continues to support the Vermont Department of Health in communicating with schools on H1N1. Due to the frequent and timely nature of H1N1 communications, we urge school administrators to visit [flu.gov](http://flu.gov) or [healthvermont.gov](http://healthvermont.gov) for the latest guidance and information, and to work closely with your school nurses on planning for this pandemic. For the latest school dismissal guidance, as well as a letter regarding school-located vaccination clinics, visit

[http://education.vermont.gov/new/html/pgm\\_media/H1N1\\_planning.html](http://education.vermont.gov/new/html/pgm_media/H1N1_planning.html).

Contact: Emily Pastore, VDH School Nurse Liaison, at (802) 863-7281 or [EPastor@vdh.state.vt.us](mailto:EPastor@vdh.state.vt.us); Jill Remick at (802) 828-3154 or [jill.remick@state.vt.us](mailto:jill.remick@state.vt.us)

### **From the Agency of Natural Resources:**

### **Science on the Green and Science at the Hatchery 2009**

#### **Audience: 4<sup>th</sup> and 8<sup>th</sup> Grade Science Educators**

The Agency of Natural Resources is getting ready for you and your 4<sup>th</sup> through 8<sup>th</sup> graders to fill your minds with the science and management of Vermont Natural Resources. Wednesday, September 23, 2009 will be the Science on the Green at the Waterbury State Office Complex. On Tuesday, September 22, 2009 will be the Science at the Hatchery at the Pittsford National Fish Hatchery in the town of Chittenden. For more information visit <http://www.anr.state.vt.us/site/html/sotg/>. ANR will be ready for online Registration beginning today. Please visit the Web site for Workshop/Fieldtrips offerings and registration materials.

Contact: Rob Farley at (802) 241-3412 or Rebecca Roy at (802) 241-3651

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#### **Weekly Field Memo is Online!**

The DOE Weekly Field Memo is archived on the Department of Education Web site at [http://education.vermont.gov/new/html/dept/field\\_memo.html](http://education.vermont.gov/new/html/dept/field_memo.html). Field Memos and the corresponding attachments are available for download. For Field Memo information three months or older, or for other questions, please contact Jill Remick, communications director, at (802) 828-3154 or [jill.remick@state.vt.us](mailto:jill.remick@state.vt.us).

#### **FOR MORE INFORMATION:**

For the Department of Education Web site see: <http://education.vermont.gov/>. For upcoming events or professional development opportunities, see the DOE Calendar of Events located at: <http://education.vermont.gov/new/html/dept/calendar.html>.

Main Department Line: (802) 828-3135

NOTE: For comments or questions specific to the messages above, please contact the person listed. DO NOT reply to this message.

This Field Memo is posted weekly by the Department of Education to better organize our e-communications to the field. There may be times when separate messages from the department will still be sent.